

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

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PESTICIDE PROGRAM **DIVISION of CROP & PEST SERVICES**

PESTICIDE APPLICATOR CONTINUING EDUCATION PROGRAM (PACE) POLICY

Contact Hours Earned from e-Learning Using Computer Based Training and Web-Based Training

PURPOSE:

The purpose of this document is to provide the Department of Agricultural Resources ("Department") policy ("Policy") regarding the number of accepted contact hours or continuing education credits from e-learning systems. This includes Computer Based Training or Web-Based Training, which individuals may obtain and use for the purposes of credit hours that are required during the three (3) year retraining cycle under 333 CMR 10.08(3)(f)-(m).

For the purposes of the Policy, the Department defines Computer-Based Training and Web-Based Training as follows:

1. Computer Based Training ("CBT") - any form of training that can be delivered via computer to a single individual. Typical CBT is based online or packaged on a CD-ROM, DVD, or any other storage device that can run on a computer or other compatible electronic device.
2. Web-Based Training ("WBT")- any form of online training delivered via the internet through a website to individuals or groups, which must include interaction between the instructor and individual. Typical WBT is delivered by training companies that develop their own website-based learning content and tools, or by distance learning entities, which may be extensions of training companies or an accredited university.

BACKGROUND:

Pesticide Applicator Continuing Education ("PACE") is the process by which holders of a valid Massachusetts pesticide credential ("Credentialed Individual") issued by the Department maintain and improve their professional knowledge, making them more skilled and safer when using pesticides. The Department requires that the Credentialed Individual complete a minimum number of contact hours, or continuing education units, within the three (3) year retraining cycle in order to comply with the requirements set forth in 333 CMR 10.08(3)(f)-(m), depending upon the type of license or certification that is held.

In order to ensure that all continuing education opportunities satisfy the Department's requirements, it works with several continuing education providers to review and, if appropriate, approve continuing education programs offering Credentialed Individuals training opportunities throughout the year. When CBT and WBT became an option for Credentialed Individuals, the Department established a policy of allowing one third (1/3) of the total number of required CEU's to be obtained through either CBT or WBT. The Department received several requests to review this policy and update it based upon the number and types of CBT and WBT that is currently available to Credentials Individuals.

POLICY:

The Department has reviewed the content of several CBT and WBTs and has seen an increase in both the quality and quantity of what is available to meet the requirements set forth in 333 CMR 10.08(3)(f)-(m). As part of its review, the Department also understands that CBT and WBTs have developed improved security ensuring that completion certificates cannot be duplicated and provided greater sophistication allowing for a richer learning environment with some limited interaction. In some cases, the more obscure private or commercial certification categories are only available through CBT or WBTs.

The Department has determined that it will raise the allowable number contact hours or continuing education units earned from CBT and/or WBT from one third (1/3) to one half (1/2). The number of credits allowed for CBT or WBT will now be as follows:

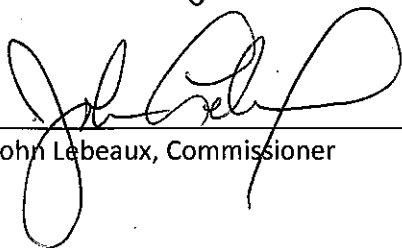
Credential Type	Required # of CEU	# of CEU allowed for CBT or WBT
Commercial Certification	12	6
Private Applicator	12	6
Commercial Applicator	6	3
Dealer	3	1.5

The requirement that the CBT or WBT be approved in advance by the Department shall remain the same. Any CBT, WBT, or other e-learning training that does not satisfy either the CBT or WBT definitions set forth in this Policy, and which have not otherwise been approved by the Department, will not be eligible for credit hours under 333 CMR 10.08(3)(f)-(m).

GUIDANCE

Once the Credentialed Individual has completed the approved CBT and/or WBT, they should retain the results and certificate of completion. This proof of course completion is required by the Department to verify that the course was successfully completed and will be needed when being audited by the Department for compliance with 333 CMR 10.08(f)-(m).

Adopted: August 18, 2016



John Lebeaux, Commissioner